

# CONSTRUCTION STAKING PAYROLL GUIDELINES



If a crew is performing one of these functions, the majority of the hours worked by at least one member of the crew would be manual labor paid at the Line and Grade Specialist-General Laborer Classification. Roughly 7 hours out of an 8-hour day should be shown on the WisDOT certified payroll under this classification.

Paving grades  
Setting **blue** tops  
Setting **red** tops

The employer's own payrolls and/or timesheets should reflect the work being done: i.e., setting blue tops, setting red tops, paving grades. Crewmembers can rotate work between manual labor, which is covered by prevailing wages, and technical/professional (the person whose primary function is running the instrument, holding the rod or performing the calculations), which is not covered. However, the employer's payrolls must reflect the actual work performed.

## Structure or Pipe Layout \* Slope Staking\* Reference Point Staking

These activities consist mainly of technical work and involve little manual labor. Approximately 1 hour of an 8-hour day would be manual labor for the above UNLESS clearing was required. The time spent doing manual labor would be recorded on the WisDOT certified payroll as Line and Grade Specialist-General Laborer. The Employer's payroll and time sheets would show the staking or the clearing. The hours spent in layout would be annotated as such.